

University of Minnesota Morris Digital Well

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Social Science Division

Division Minutes

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2-20-2013

### Social Science Division meeting minutes 02/20/2013

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**Social Science Division Meeting**  
**February 20<sup>th</sup>, 2013**  
**(postponed from January 30, 2013)**  
**5:30 p.m.**  
**Imholte 109**

**Faculty in attendance:** Leslie Meek (Chair), Oscar Baldelomar, Joe Beaver, Cyrus Bina, Kent Blansett, Ed Brands, Sheri Breen, Steve Burks, Mike Cheyne, Donna Chollett, Clayton Forester, Farah Gilanshah, Roland Guyotte, Hiro Imai, Tom Johnson, Seung-Ho Joo, Arne Kildegaard, Paul, Kivi, Nick Leonard, Tim Lindberg, Elaine Nelson, Jeff Ratliff-Crain, Roger Rose, Cheryl Stewart, and Dennis Stewart.

**Faculty excused absences:** Nickolas Benesh, Rebecca Dean, Jennifer Deane, Solomon Gashaw, Steve Gross, J. Brooks Jessup, Ben Narvaez, Bibhudutta Panda, Heather Peters, Jennifer Rothchild, Sheng Xiao, and Xia Zhang.

**Faculty on leave:** Marynel Ryan Van Zee (sabbatical) and Bart Finzel (recused due to position as Dean)

**Student Representative in attendance:** Zach Johnson (Anth/Soc), Jesse Carlson (Political Science), Elizabeth Pappenfus (Psychology)

**Student Representatives absent:** Ann Austin (Econ/Mgmt) and Miles Wangenstein (History)

Chair Leslie Meek called the meeting to order at 5:33 p.m.

**I. Update on Master Advisors Program from Jennifer Deane**

Deane explained that the Master Advisors program is made up of representatives from all divisions. In its first year, the advisors are still figuring out what the program should be. So far, the MAs have held a few specialized advising sessions for undecided students, first year students, etc. More ideas include creating an email advising hotline, compiling a set of frequently asked questions, holding an advising session before registration, and compiling advising information for the Social Science Division in particular. Deane asked for further suggestions from the Division, adding that faculty could also email her later with comments.

Jeff Ratliff-Crain asked Deane how the MAs define themselves. Deane replied that that's one of the questions that has been being asked. The idea for MAs came out of Scholastic Committee, and initially the idea was that the MAs would be support for advisors, rather than people who would take on overflow advising. Right now, Deane explained, the MAs are probably a combination of the two.

Roland Guyotte asked who the other MAs are. Deane answered: Barbara Burke, Brad Deane, Barry McQuarrie, and Jennifer Goodnough.

## **II. Approval of Minutes from October 1, 2012**

The minutes were unanimously approved.

## **III. Division Announcements and Updates**

Chair Meek explained that because the desks in IH 111 have often been left in disarray, they could possibly be changed to two person tables, which are more stable and more difficult to move. Ratliff-Crain said that it's beneficial to have one classroom in which the desks can be moved around, and that he often asks for the room specifically for that reason. Joe Beaver said that in Science, they're swapping out tables in a classroom in favor of desks in order to have a room with mobility. Guyotte added that it would be interesting to know if IH 111 has been messed up because of student groups or because of a class. If it's a class, then the professor can simply be reminded to clean up after her/himself. Sheri Breen said that she uses the room for simulations, and that it's possible that her students have been the ones neglecting to put the room back in order, although she's reminded them to do so. Deane said that she also uses the room for simulations. Steve Burks noted that the ESL groups might be responsible because they don't know to put the desks back. The consensus was that IH 111 should retain individual desks.

Chair Meek announced that Jennifer Lund and Henry Fulda are doing active shooter training on campus. They are willing to come to a Division meeting to provide the training, or else provide a private 60-minute training for whatever group is interested. A third option is for people to attend one of the public meetings that will be offered on campus. Chair Meek asked for Division feelings regarding possible participation. Tim Lindberg said that he wasn't sure that it would be beneficial for everyone to sit through the training. He suggested that interested people go to the public training and report back. Deane wondered if there are particular instructions for faculty, to which Chair Meek replied the class is for everyone, and consists of a 25-minute video and then general lecture. Ed Brands added that he has attended a similar training session at another institution, and that the only thing that came up concerned an instructor's ability to lock a classroom, which UMM instructors don't have.

Chair Meek asked for search updates. Cyrus Bina, who spoke for the mgmt/accounting tenure-track search, said that phone interviews have been conducted, and that several candidates have been selected based on those interviews to visit campus. Donna Chollett said that three candidates have been selected by the anthropology tenure-track search committee to visit campus.

## **IV. Curriculum Changes**

Pol 4221: Seung-Ho Joo explained that the change is from a 4000 level to a 3000 level. The distinction between the two levels is that a 4000 level course is a senior seminar course with a strong research component. Pol 4221 is being changed to 3000 level because there are too many 4000 level courses already in the discipline. The course is being reactivated because while the person who used to teach it is no longer with us, Tim Lindberg is willing to teach it next year. The course title is Judicial Politics, and has been one of the most popular political science courses we offer.

Psy 2112: Tom Johnson said that the change is to remove the enforcement of 1051 as a prerequisite for 2112. Nick Benesh teaches this course, and was having problems with transfer students being unable to get into the course.

Psy 3402: Oscar Baldelomar explained this course will be 4 credits instead of 2 credits. To reflect changes in the course, the term "emerging childhood" will be inserted into the title to make it "Developmental Psychology II: Adolescence and Emerging Adulthood."

Psy 4301: The change is to add another prerequisite, which gives students more routes into the course.

Bina moved to approve all changes, Roger Rose seconded. A unanimous vote approved the curriculum changes.

## **V. Discussion of 4- year reviews of Associate Professors**

Chair Meek explained that the University has requested that all academic units to do four-year reviews of associate professors. The agenda included the following options:

Option 1) A formal procedure that involves all Full Professors, with Associate Professors preparing some kind of file, and with formal feedback from the entire Division. This option would occur early in spring semester, with timely feedback to the faculty concerned so they have plenty of time to make a decision during spring semester if they wish to be considered for promotion.

Option 2) It is done as part of the spring annual review/merit salary review with the Division Chair and the Division Chair is the only one to give feedback. The formal form that goes to the Provost's office is attached. The timing on this would be difficult, since these annual reviews are done in April and that is very late to be starting the promotion process. The Provost's office had this to say: "Some units may be doing this review annually as part of the regular merit review process, but the important point is that at least every four years there should be a documented review and discussion specifically about promotion for tenured associate professors. Whether that part of the annual merit review or not is entirely up to the unit."

Option 3) Other suggestions or options?

Meek further explained although a formal form will be filled out; there is no directive from the University regarding how to do the review, or when.

Chair Meek suggested that she only review those who want to become full professors in the near future. Since the decision to go up for promotion and tenure is due by February 15<sup>th</sup>, if reviews were to be done this spring, they would have to happen immediately after we return to classes. Further, a decision would have to be made regarding how many people/who would be involved. One way would be to have all full professors involved, another to have the Chair decide, a third option would be to convene a small task force of professors to make the decision.

Guyotte mentioned that the Division will have fewer associate professors at this time next year, and that it looked like option two was the most problematic because of time frame. However, if the Chair staggered the system so that she only interviews one associate per year, she could do it herself.

Burks said that there are some advantages to using the existing form that people fill out for annual review, and that two full professors could look at the form along with the Chair.

Chair Meek added that Marynel Ryan Van Zee also suggested that the process be part of the annual review, and that full professors look at the form as well. To go this route would simply mean that associate professors would have to be thinking a year ahead regarding promotion.

Ratliff-Crain asked if going that route would mean problems if someone changes their mind and hadn't gone through the process in the spring.

Chair Meek answered that she didn't think so, and that the only problem she foresaw was her getting in trouble with the Provost if she wasn't putting everyone through the process.

Burks clarified that the concept is that if there are ten associate professors, two are reviewed a year and the rotation is announced. He said that if people want to change their rotation spot, something might be figured out.

Chair Meek said that since it seemed like the Division was leaning toward option two, a formal motion should be made.

Guyotte asked if a motion could be made mentioning that the Division favors staggering reviews.

Burks moved that the review should be done as part of the annual review, that it should be done on a staggered basis, and that it's a question yet to be decided that a few full professors will probably be involved.

Joe Beaver mentioned that if the Chair is not a full professor, you would probably want to have another full professor involved instead.

Ratliff-Crain seconded the motion. It passed by unanimous vote.

The meeting was adjourned at 6:01 p.m.

Minutes submitted by Holly Gruntner, Morris Student Administrative Fellow